CERRITOS COLLEGE
BOARD BOOK
JUNE 3, 2009
CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES
**
A. Regular Meeting of May 20, 2009

PUBLIC HEARING
**
A. Presentation of Initial Proposal for Renegotiation of Items for the 2009-2010 Fiscal Year Submitted by Cerritos Community College District for Negotiations with California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Notice/Hearing

INSTITUTIONAL PRESENTATIONS
A. Installation of 2009-2010 Student Board Member – Felipe Grimaldo
B. Recognition of Renaissance Pleasure Faire’s Costume Competition Winners
C. Budget Update

PUBLIC PRESENTATIONS
The Cerritos College Board of Trustees welcomes public comment on issues within the jurisdiction of the College. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that college personnel and processes are available for further communication.

APPROVAL AND/OR RATIFICATION OF CONSENT AGENDA ITEMS
**
A. Provide Compensation to a Board Member for Absence from a Board Meeting
**
B. Acceptance of Gifts
**
C. Citizens’ Bond Oversight Committee Membership
**
D. Acceptance of Chancellor’s Office Economic and Workforce Development Grant
**
E. Notice of Completion for Bid 0708-04, Campus Wide Boiler Replacement
**
F. Budget Extensions and Budget Transfers
G. Contracts:
License
RENEWAL
1. Los Angeles County Office of Education (LACOE)
   Use of Software for LACOE’S Human Resource System (HRS) &
   Financial System (FS) Information
   Business Services

Services
RENEWAL
2. Chicago Harv’s
3. Cotti Foods dba Taco Bell
   Food Vendor Stands
   Purchasing

H. Minimum Qualifications and Local Standards by Discipline

I. Ratification of Resignation(s) Accepted by the President/Superintendent

J. Employment of 2009 Summer Session Faculty Personnel

K. Employment of Classified, Short-Term, Substitute, and/or Student Hourly
   Personnel

VIII. ADMINISTRATIVE MATTERS

A. Information Item: Associated Students Cerritos College (ASCC) Financial
   Report for the Period Ending March 31, 2009

B. Consideration of Presidential Search Process

IX. REPORTS

A. Board of Trustees

B. Faculty and Staff Leadership

C. Acting President/Superintendent and Vice Presidents

X. CLOSED SESSION

A. Public Employee Employment (GC# 54957)
   1. Consideration of Employment of Interim Director of Human
      Resources

B. Conference with Labor Negotiators (GC# 54957:6)
   1. Agency Representatives: Steve Andelson
   2. Employee Organizations:
      a. Cerritos College Faculty Federation (CCFF)
      b. California School Employees Association (CSEA)
   3. Unrepresented Employees:
      a. Management Employees
      b. Contract Management Employees
      c. Confidential Employees
C. Consideration of Board of Trustees’ Finalist-Level Interviews for President/Superintendent (GC# 54957)

XI. RECONVENE

XII. ADJOURNMENT

XIII. NEXT REGULAR MEETING: JUNE 24, 2009 AT 6:00 P.M.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability, who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the:

President’s Office - 11110 Alondra Boulevard - Norwalk, California 90650
(562) 860-2451, Extension 2204 - (562) 860-1104 – FAX

Copies of the agenda materials are available in the President’s Office
CERRITOS COMMUNITY COLLEGE DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
MAY 20, 2009

I. CALL TO ORDER
The meeting was called to order at 6:00 p.m. by Mr. Bob Epple, the Board President. Those present were Mr. Bob Arthur, Dr. Tina Cho, Dr. Ted Edmiston, Mr. Bob Epble, Dr. Bob Hughlett, Mr. Tom Jackson and Mr. Jason Macias, Student Trustee. Ms. Carmen Avalos was not present. Others present were the Acting President of the College, Interim Vice President of Business Services, Vice President of Student Services, Faculty Senate President and the CSEA President.

II. PLEDGE OF ALLEGIANCE
The flag salute was led by Mr. Macias.

III. APPROVAL OF MINUTES
A. It was moved by Dr. Hughlett and seconded by Mr. Arthur to approve the minutes of May 6, 2009. Mr. Epble noted that the minutes should reflect that he abstained from approving the minutes of April 15. The vote for approval as corrected was unanimous.

IV. INSTITUTIONAL PRESENTATIONS
A. Renée DeLong Chomiak, Dean of Counseling Services, introduced Diana Needham, Su Casa Board Member, Angela Conley, advisor of the Math Club and Art Catano, incoming Math Club President. Mr. Catano presented a check to Ms. Needham which was raised through sales of donated books on campus. Ms. Needham expressed her appreciation to Cerritos College and to the Math Club for their donation and support.

B. The Board presented Anthony Austin, Fred Henry and Dr. Marijean Piorkowski with retirement plaques acknowledging their years of dedicated service to Cerritos College.

C. Mr. Farmer presented Kim Applebury with the Outstanding Classified Employee Award for the month of April 2009.

D. Mr. Epble presented Mr. Macias with a Certificate of Appreciation for his leadership as the Student Trustee for 2008-2009.

E. Dr. Albanese provided a budget progress report which included a failed initiatives scenario. He shared financial information regarding the college’s share of the proposed reductions to general and categorical funding. Dr. Albanese indicated that the Planning & Budget Committee will be looking at many options on May 21 to address the budget situation. Dr. Hughlett suggested that a letter be sent to faculty and staff regarding budget issues.

V. PUBLIC PRESENTATIONS
Dr. Dan Smith, Dean of Health, Physical Education and Athletics informed the Board that the Women’s Track and Field Team won the state championship this year. Dr. Smith introduced Director of Track & Field Doug Wells, Women’s Track & Field Head Coach Michael Allen and several of the coaches who worked with the team. Team members were present at the Board meeting and Mr. Epble congratulated them for their spectacular accomplishments on behalf of the Board.
Dean Mellas

Dean Mellas, Associate Professor of Computer and Information Sciences, expressed his concern regarding the Talon Marks newspaper. He stated that Talon Marks needs a clear mission and added that the newspaper is not in touch with the standards of the community it serves. He indicated that the most recent publication included an unwarranted and unsupported attack on an exemplary student on campus. Mr. Mellas noted that in that same issue, an article highlights the struggles of a student with no reported academic accomplishments who committed questionable offenses. He concluded by stating that the Talon Marks should promote accuracy and ethical standards.

Timothy Watkins

Timothy Watkins, Editor-in-Chief of Talon Marks, informed the Board that due to budget cuts and low enrollment, the Journalism 105 course that creates the printed version of Talon Marks is facing elimination. He indicated that the newspaper is an important source of information for many students on campus. He added that most students do not know that the newspaper has a website. He indicated that Talon Marks informs students of important matters and noted examples such as an article regarding ticketing policies around the campus. He asked that the Board consider keeping the course and printed newspaper to keep the community informed.

VI. CONSENT AGENDA

It was moved by Mr. Arthur and seconded by Dr. Hughlett to approve the consent agenda and addendum. Dr. Cho requested that Item VI.K1 be held for separate consideration. The vote for approval was unanimous.

K. It was moved by Dr. Hughlett and seconded by Dr. Edmiston to approve Item VI.K1:

Contracts:
Agreement
NEW
1. Higher One
   Financial Aid Electronic Disbursement System
   Student Support Services
   To provide electronic disbursement of Cerritos College student financial aid, a direct deposit account for each financial aid recipient, online and ATM access to accounts via supplied debit cards, an option for student financial aid disbursements by paper check and options for student bank accounts, as well as marketing and technical support. For period May 21, 2009 through May 20, 2012, plus two additional 3-year terms, subject to District approval. Total cost will be $26,000 with funding from the Fiscal Services Department.

Dr. Cho questioned where the disbursed money will be deposited. Dr. Johnson replied that once funds are disbursed to a student, the funds will go into a direct deposit account. Each student will have immediate access through an ATM card or checking account, or they may do an online transfer to an existing bank account. He added that students can continue to receive a check if that is their preference. Mr. Epple questioned how much money will be saved with this new process and Dr. Johnson explained that money will be saved in postage fees as well as processing and printing costs. The vote for approval was unanimous.

A. Affirmed Rights and Compensation for Student Member of Board of
Trustees, as attached.

B. Approved Textbook Adoptions for Summer 2009, as attached.

C. Approved Chancellor's Office of the California Community College Teacher Preparation Pipeline Grant, as attached.

D. Approved Chancellor's Office Enrollment Growth and Retention for Nursing Programs Grant Augmentations #1 and #2, as attached.

E. Approved Stipends for Faculty Participating in the Basic Skills Grant Projects for 2008-2009, as attached.

F. Approved Stipends for the Pharmacy Technology/Nursing Intensive Program Improvement Initiative (Perkins), Spring 2009, as attached.

G. Approved Notice of Completion for Bid 0708-06, Research & Development Steam Clean Building Demolition, as attached.

H. Approved Sale of Surplus and Obsolete Materials/Equipment, as attached.

I. Approved Quarterly Fiscal Status Report For the Quarter Ending March 31, 2009, as attached.

J. Approved Budget Extensions and Budget Transfers, as attached.

K. This item was considered separately.

L. Approved and/or Ratified Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for the 2008-2009 Academic Year, as attached.

M. Approved Employment of 2009 Summer Session Faculty Personnel, as attached.

N. Approved and/or Ratified Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel, as attached.

VII. ADMINISTRATIVE MATTERS

A. As information, the Board book contained College Coordinating Committee Minutes for April 27 and May 4, 2009.

B. As information, the Board received Revisions to Board Policies, as attached.

C. It was moved by Mr. Arthur and seconded by Dr. Hughlett to adopt Board Policy 3505 – Emergency Response Plan and Board Policy 4106 – Nursing Programs. The vote for approval was unanimous.

D. It was moved by Dr. Hughlett and seconded by Dr. Cho to move the regular scheduled Board meeting from Wednesday, June 17 to Wednesday, June 24 and to reschedule the June 13 Study Session at a future date. The vote for approval was unanimous.

E. There were no new items to discuss regarding the Presidential Search Process.
VIII. REPORTS

A. Board of Trustees

Mr. Jackson indicated that he has attended many events on campus and added that he is looking forward to the Classified Awards Ceremony on Thursday, May 21.

Dr. Cho stated that the ASCC Awards Banquet was outstanding. She recognized Michael Barrita as well as Talon Marks and added that they have done an outstanding job of keeping the student body informed of activities. Dr. Cho attended the Art Awards Ceremony hosted by Congresswoman Linda Sánchez and indicated that it went very well. She concluded by stating that she went on a tour of the Plastics Department and stated that it was a very eye-opening experience.

Dr. Hughlett stated that he has been enjoying the many events on campus. He stated that faculty and staff are often visibly moved by the many accomplishments of the students. He concluded by stating that he has read Talon Marks for years and he admires them for the difficult and good job that they perform.

Mr. Macias stated that it has been an honor to serve as Student Trustee for two years. He thanked Dr. Reece for his support.

B. Faculty and Staff Leadership

Dr. Reece shared a Year-End Report on Faculty Senate activities. With regard to Talon Marks, Dr. Reece was disappointed in the editorial piece regarding Mr. Barrita. He added that he has worked with Talon Marks reporters and knows that they work hard. He stated that he hopes to contribute to the online newspaper. Dr. Reece concluded by stating that he supports a public dialogue regarding the budget.

Ms. Laughon reminded the Board of the Classified/Confidential Awards Ceremony on Thursday, May 21 and invited everyone to attend. She stated the importance of a transparent process in terms of the budget situation.

C. Acting President/Superintendent and Vice Presidents

Mr. Farmer thanked Mr. Macias for his service as Student Trustee. He acknowledged Holly Bogdanovich for a memorable commencement ceremony. Mr. Farmer concluded by stating that he is committed to a transparent process with regard to the budget and indicated that he continues to share news with the campus through newsletters. He indicated that the Planning & Budget Committee will be looking at numerous options to address the budget situation.

Dr. Albanese indicated that he has spoken with Talon Marks on several occasions and added that they do an admirable job of reporting activities on campus.

Dr. Johnson acknowledged Mr. Macias for his dedication as Student Trustee. He invited the Board to the Transfer Celebration on Friday, May 22 at 12:30 p.m. He indicated that faculty members and particularly Disabled Student Programs & Services have been paying close attention to the needs of veteran students. He added
that through the California Association of Post Secondary Education and Disability (CAPED), several faculty members have attended training on how to address the complexities of new disabilities for veterans. He added that he appreciates that the college has individuals who are paying close attention to that area. Dr. Johnson acknowledged the individuals who worked hard to make commencement a successful event. He stated that DSPS staff worked diligently to ensure that graduating students with special needs were comfortable at the commencement ceremony.

IX. CLOSED SESSION
   The Board adjourned to closed session at 7:29 p.m.

X. RECONVENE
   The Board reconvened at 9:26 p.m.
   Read Out
   Mr. Epple reported that in closed session the Board of Trustees took action to authorize payment by the District in the sum of $21,990 as full and complete payment in settlement of the claim filed by Robert N. Young, dated March 18, 2009. The vote for approval was unanimous.

XI. ADJOURNMENT
   The meeting was adjourned at 9:27 p.m.

XII. NEXT REGULAR MEETING
   The next regular meeting of the Board of Trustees is scheduled for Wednesday, June 3, 2009 at 6:00 p.m.

Bob Epple, Board President

Dr. Bob Hughlett, Vice President
CERRITOS COLLEGE

TO: Board of Trustees
FROM: Mr. William C. Farmer, Jr., Acting President/Superintendent
PREPARED BY: Daniel O'Rourke, Acting Director of Human Resources
DATE: June 3, 2009
SUBJECT: Presentation of Initial Proposal for Renegotiation of Items for the 2009-2010 Fiscal Year Submitted by Cerritos Community College District for Negotiations with California School Employees Association (CSEA) and its Cerritos College Chapter #161 for Official Receipt and Public Notice/Hearing

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the District for renegotiation of items for the 2009-2010 fiscal year with CSEA, Chapter #161, be acknowledged for official receipt and presented for public notice/hearing pursuant to the provisions of State Government Code Section 3547.

2. The President of the Board of Trustees open the hearing for public comment, and after any comments from the public, the President of the Board of Trustees shall close the hearing.

OVERVIEW

The District submits the attached initial proposal for renegotiation of items for the 2009-2010 fiscal year with CSEA, Chapter #161, pursuant to the provisions of the existing CSEA-District Collective Bargaining Agreement.

ANALYSIS

Attached is the initial proposal submitted by the District for renegotiation of items for the 2009-2010 fiscal year, pursuant to the provisions of Articles 2.4.1 and 28 of the CSEA-District Collective Bargaining Agreement. CSEA’s initial proposal to the District for 2009-2010 renegotiations was presented to the Board of Trustees for public notice/hearing at the May 6, 2009 Board Meeting.

FINANCIAL IMPLICATIONS

Financial impact is contingent on the results of negotiations.

Attachment
CERRITOS COLLEGE
MEMORANDUM

TO: CSEA, Chapter #161
FROM: District's Negotiation Team
DATE: June 3, 2009
SUBJECT: District's Initial Proposal for Renegotiation of Items Between California School Employees Association (CSEA), Chapter #161 and the Cerritos Community College District for the 2009-2010 Fiscal Year.

The District's initial proposal for renegotiation of items for the CSEA-District Collective Bargaining Agreement for the 2009-2010 fiscal year is as follows:

1. **ARTICLE 5 – COMPENSATION:**
   Determine salaries for classified bargaining unit employees effective July 1, 2009

2. **ARTICLE 6 – HEALTH AND WELFARE BENEFITS:**
   Determine and specify provisions for District health and welfare benefit plans for eligible bargaining unit employees and retirees.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent WCF
DATE: June 3, 2009
SUBJECT: Consideration of Approval to Provide Compensation to a Board Member for Absence from a Board Meeting

RECOMMENDATION

It is recommended that the Board of Trustees approve Ms. Avalos’ absence and that she be compensated for the regular meeting of May 20, 2009.

OVERVIEW

Trustees may be compensated for absences from scheduled Board meetings if the reason for absence is jury duty, school business, hardship acceptable to the Board, and illness.

ANALYSIS

Ms. Avalos had a job conflict requiring her to miss the regular meeting of May 20, 2009.

FINANCIAL IMPLICATIONS

No financial impact.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: Jim Albanese, Interim Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: June 3, 2009
SUBJECT: Consideration of Acceptance of Gifts

RECOMMENDATION

It is recommended that the gifts below be accepted on behalf of the College.

ANALYSIS

The following items have been received by the College as a donation:

For use in the Welding Department:

- 1000 lbs of metal

  Donated by: CTL Refrigerations
  479 Nigus Street
  Brea, CA 92821

The estimated value of the above item is $540.00.

For use in Foster Kinship Care Education Department:

- 2 Compaq Presario PC’s Model SR5710Y
- 2 Compaq WF1907 Monitors
- 2 HP Deskjet D1530 Printers
- 2 Dynex printer cables

  Donated by: Best Buy #872
  12118 Lakewood Blvd.
  Downey, CA 90242

The estimated value of the above items is $961.33.

FINANCIAL IMPLICATIONS

There is no cost to the District.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent
DATE: June 3, 2009
SUBJECT: Consideration of Approval of Citizens’ Bond Oversight Committee Membership

RECOMMENDATION

It is recommended that the Board approve the membership of Jeanne McHatton (community member-at-large), John Moore (senior citizen’s organization member), and George Gordon (support organization member) effective June 4, 2009.

OVERVIEW

According to the adopted Citizens’ Bond Oversight Committee Bylaws, the Board of Trustees must approve the membership to this committee. The committee consists of a minimum of seven (7) members: one student enrolled and active in a community college support group, such as student government; one member active in a business organization representing the business community located in the District; one member active in a senior citizen’s organization; one member active in a bona-fide taxpayers association; one member active in a support organization for the college, such as a foundation; and two members of the community-at-large.

ANALYSIS

There is a vacancy on the Citizens’ Bond Oversight Committee for the following members: community-at-large, senior citizen’s organization, support organization, and student member. The following individuals have expressed interest in serving on the committee as follows:

Mrs. Jeanne McHatton is interested in serving as a community-at-large member. She resides in the community and served as a previous member on this committee.

Mr. Moore is interested in serving as senior citizen’s organization member. He is a former trustee of Cerritos College and a member of AARP.

Mr. George Gordon is interested in serving as a support organization member. He currently serves on the Cerritos College Foundation Board and is a realtor/co-owner of Century 21 in Downey.

FINANCIAL IMPLICATIONS

No financial impact.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: Marilyn Brock, Interim Vice President of Academic Affairs
PREPARED BY: Nick Kremer, Executive Dean Community, Industry and Technology Education
Tom Molyneux, Director of Economic Development

DATE: June 3, 2009
SUBJECT: Consideration of Acceptance of Chancellor's Office Economic and Workforce Development Grant

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the 2008-2009 Responsive Training Fund for Incumbent Workers Grant in the amount of $147,061.

OVERVIEW

The Chancellor's Office of the California Community Colleges operates Economic Development Programs that award workforce development grants through a competitive application process. The purpose of these grants is to advance the state's economic growth and global competitiveness through education, training, and services that contribute to continuous workforce improvement.

Cerritos College was awarded a Responsive Training Fund grant to provide incumbent workers in the state's burgeoning wind power industry with training in the high-need area of wind turbine blade repair. This grant complements the mission of Cerritos College's Office of Economic Development and the Technology Division.

ANALYSIS

Cerritos College will be responsible for administering the grant. This includes project development, marketing and dissemination, instructional materials development and training delivery. The grant will require training 70 incumbent workers. The term of this grant shall be from June 1, 2009 to and including June 30, 2010.

FINANCIAL IMPLICATIONS

Cerritos College will receive $147,061. The funds will be used to pay Cerritos College staff time and other expenses as required to meet the goals of the grant. No district general funds will be used.
THEM THIS IS A RECOMMENDATION FOR THE BOARD OF TRUSTEES CONSIDERATION OF APPROVAL OF NOTICE OF COMPLETION FOR BID 0708-04, CAMPUS WIDE BOILER REPLACEMENT.

OVERVIEW

The District issued a contract to Southern California Boiler on January 17, 2008. As required by Public Contract Code, the District must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS

This project was completed on May 6, 2009. A Notice of Completion needs to be approved by the Board of Trustees and filed with the County Recorder.

FINANCIAL IMPLICATIONS

The total contract amount was $1,332,956.00.
NOTICE OF COMPLETION
CERRITOS COMMUNITY COLLEGE DISTRICT

NOTICE IS HEREBY GIVE, pursuant to the provisions of Section §3093 of the Civil code of the State of California, that the CERRITOS COMMUNITY COLLEGE DISTRICT, of Los Angeles County, as owner of the property known as Cerritos Community College, located at 11110 Alondra Boulevard, Norwalk, California, caused improvements to be made to the property to wit: Campus Wide Boiler Replacement, Bid #0708-04 contract for the doing of which was heretofore entered into on the 17th day of January, 2008 which contract was made with Southern California Boiler, contract number #C07-1079, as contractor; that said improvements were completed on the 6th day of May, 2009, and accepted by formal action of the governing board of said DISTRICT on the 3rd day of June, 2009; that title to said property is vested in the CERRITOS COMMUNITY COLLEGE DISTRICT of Los Angeles County, California; that the surety for the above named contractor is Suretec Insurance Company.

I certify or declare under penalty of perjury that the foregoing is true and correct.

CERRITOS COMMUNITY COLLEGE DISTRICT OF LOS ANGELES COUNTY, CALIFORNIA

By: ______________________________________
   Dr. Jim Albanese
   Interim Vice President of Business Services

Date: ________________________________

Place of Execution: __Norwalk, California___
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: James A. Albanese, Interim Vice President of Business Services
PREPARED BY: Lola Rizkallah, Director of Fiscal Services
DATE: June 3, 2009
SUBJECT: Consideration of Approval to Make Budget Extensions and Budget Transfers

RECOMMENDATION

It is recommended that the Board of Trustees approve the budget extensions and budget transfers as presented.

OVERVIEW

Budget transfers and budget extensions are routinely processed to facilitate modifications to the adopted budget. These modifications are necessary to provide for unanticipated expenditure and revenue changes.

ANALYSIS

Page 1 is the budget transfers between major account classifications for the Unrestricted General Fund. These transfers are self-balancing and have no effect on the ending balance.

Page 2 is the 69.0 Fund contingency transfers totaling $14,500.

Page 3 is the budget extension summaries that reflect the increased revenue of $149,493 from Federal State and Local funding with corresponding proposed expenditure.

FINANCIAL IMPLICATIONS

Page 3 is the budget extension summaries that reflect the increased revenue of $149,493 from Federal State and Local funding with corresponding proposed expenditure.

Attachment
BUDGET TRANSFERS FOR JUNE 3, 2009

01.0 FUND-GENERAL FUND-UNRESTRICTED

FROM
ACADEMIC SALARIES $ 
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES $ 
EMPLOYEE BENEFITS $ 
SUPPLIES AND MATERIALS $ 
OTHER CONTRACT EXPENSES AND SERVICES $ \( \text{(550)} \) 
CAPITAL OUTLAY $ 
CONTINGENCY $ 

TOTAL $ \( \text{(550)} \)

TO
ACADEMIC SALARIES $ 
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES $ 
EMPLOYEE BENEFITS $ 
SUPPLIES AND MATERIALS $ 550 
OTHER CONTRACT EXPENSES AND SERVICES $ 
CAPITAL OUTLAY $ 
OTHER OUTGO $ 

TOTAL $ 550

Transfers: Between object codes

Self Balancing: No effect on ending balance

Number of Transfer Requests: One (1)

Divisions/Departments/Programs:
Fiscal Services
**BUDGET TRANSFERS FOR JUNE 3, 2009**

**69.0 FUND-STUDENT HEALTH SERVICE FUND**

**CONTINGENCY TRANSFERS**

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**Transfers:** To establish budget for Student Health Service for key cards. Funds come from beginning balance/contingency.

**Number of Transfer Requests:** One (1)

**Divisions/Departments/Programs:**
Student Health Services
Revenue:

00000.0-00000-74500-8629-0000000 (01.3 Fund) $ 2,051
State-Faculty & Staff Diversity
Increase budget to the appropriate allocation

00000.0-00000-75270-8629-0000000 (01.3 Fund) 25,000
State-Teach Prep Pipeline #2
To allocate income for salaries and associated fringe benefits, supplies; advertising; contracted services; equipment

00000.0-00000-75300-8629-7090000 (01.3 Fund) 174,537
State-Enrollment growth for Associate Degree Nursing Program
To allocate income for salaries and associated fringe benefits, supplies; equipment; travel and conference; payment to/for students

00000.0-00000-75900-8190-1305700 (01.3 Fund) 2,801
Fed-Foster & Kinship Care Education
Increasing the revenue and expense due to an increase in funding

00000.0-00000-73450-8629-0000000 (01.3 Fund) 4,000
State-2006/2007 One-Time Articulation Reallocation
To allocate income for salaries and associated fringe benefits

00000.0-00006-76500-8690-1305700 (01.3 Fund) (58,896)
State-Kinship Education, Preparation & Support
To close revenue of 2007-08 carry over. Income sitting in fund balance.

TOTAL: $ 149,493

Expenditures:

00000.0-00000-76500-4590-1305700 (01.3 Fund) (8,594)
To adjust the Carry Over budget.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: Dr. Jim Albanese, Interim Vice President of Business Services
PREPARED BY: Jenney Ho, Director of Purchasing
DATE: June 3, 2009
SUBJECT: CONSIDERATION OF APPROVAL OF CONTRACTS

RECOMMENDATION
It is recommended that the Board of Trustees approve the contracts submitted below.

OVERVIEW
The District annually contracts with various individuals, commercial firms and other governmental agencies for purposes of procuring or providing a variety of services.

ANALYSIS

LICENSE – RENEWAL
1. LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)
   USE OF SOFTWARE FOR LACOE’S HUMAN RESOURCE SYSTEM (HRS) AND FINANCIAL SYSTEM (FS) INFORMATION
   Requested by: Lola Rizkallah, Director of Fiscal Services

Purpose: To renew the agreement with the Los Angeles County Office of Education (LACOE) who entered into a contract with Hess & Associates for Non-exclusive use of personal computer proprietary software products in connection with LACOE’s Human Resources System (HRS) and Financial System (FS) to provide districts with the capability of downloading information from these systems to District Personal Computers.
Period: The renewal period will be July 1, 2009 through June 30, 2014.
Financial Implications: The cost to the District will be $13,152.00 per year for a total contract amount of $65,760.00. Funding will come from the Fiscal Services department.

SERVICES – RENEWAL
2. CHICAGO HARV’S
3. COTTI FOODS dba TACO BELL
   FOOD COURT VENDOR
   Requested by: Jenney Ho, Director of Purchasing

Purpose: The District wishes to enter into a new agreement with Chicago Harv’s and Cotti Foods dba Taco Bell to supersede their existing agreement for food service on campus.
Period: The time period will be from July 1, 2009 through June 30, 2014.
Financial Implications: The vendor shall pay a 10% of gross sales for monthly commission and 1% of gross sales for maintenance of the common area. The vendor shall reimburse the District for the cost of utilities.
CERRITOS COLLEGE

TO: Board of Trustees

FROM: William C. Farmer, Jr., Acting President/Superintendent

REVIEWED BY: Dr. Marilyn Brock, Interim Vice President of Academic Affairs

PREPARED BY: Dr. Bryan Reece, Faculty Senate President, and Adriana Flores-Church, Assistant Director of Human Resources

DATE: June 3, 2009

SUBJECT: Consideration of Approval of Minimum Qualifications and Local Standards by Discipline

RECOMMENDATION

It is recommended that the Board of Trustees approve the list of Minimum Qualifications and Local Standards by Discipline as developed by the faculty and approved by the Faculty Senate and the Hiring Standards Committee.

OVERVIEW

Education Code §87356 requires the Board of Governors to adopt regulations to establish minimum qualifications for service as a community college faculty member. Subsection (b) of §87357 requires the Board to issue a list of disciplines that is to be distributed to the districts “for their use in applying the minimum qualifications for service.” Section 4 (s) (4) of AB 1725 states that “colleges may establish criteria for hiring which go well beyond the minimum qualifications set by regulation.” Therefore, the faculty may adopt local hiring standards which are higher than the State mandated minimum qualifications.

In 1993, the Cerritos College Board of Trustees approved the hiring standards and equivalencies for approximately 1300 courses presented by the Faculty Senate. In December 2003, the State Chancellor’s Office issued a legal opinion (L 03-28) stating that a district is not authorized to establish a single course equivalency as a substitute for meeting minimum qualifications in a discipline. Consequently, the hiring standards originally done by course needed to be written by discipline.

ANALYSIS

Over the past six months, the Faculty Senate, the Hiring Standards Committee, Academic Affairs, and Human Resources, have been working on reviewing the departments’ minimum qualifications and local standards originally approved by course. Faculty had the opportunity to review their disciplines’ qualifications and made recommendations to stay with the state minimum qualifications or, in some disciplines, to keep or add local standards for the entire discipline.

The Hiring Standards Committee reviewed the recommendations made by each department and worked with those who needed clarifications. On March 17, 2009, the Hiring Standards Committee approved the attached list and placed it on the February 28, 2009 Faculty Senate agenda. The Faculty Senate twice tabled the item to seek faculty confirmation of the recommended changes. On May 12, 2009, the Faculty Senate approved the list unanimously. The attached list of Minimum Qualifications and Local Standards by Discipline is submitted for approval.
FINANCIAL IMPLICATIONS

No additional financial impact.

Attachment
## Consideration of Approval of Minimum Qualifications and Local Standards

### Disciplines which would be using the State Minimum Qualifications

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Electronics</th>
<th>Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture</td>
<td>Emergency Medical Tech</td>
<td>Office Technologies</td>
</tr>
<tr>
<td>Art</td>
<td>Engineering</td>
<td>Pharmacy Technology</td>
</tr>
<tr>
<td>Auto Body Technology</td>
<td>ESL</td>
<td>Philosophy</td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>Foreign Language</td>
<td>Photography</td>
</tr>
<tr>
<td>Banking &amp; Finance</td>
<td>Geography</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td>Graphic Design</td>
<td>Physical Sciences</td>
</tr>
<tr>
<td>Business</td>
<td>Health</td>
<td>Physical Therapy Assisting</td>
</tr>
<tr>
<td>Carpentry</td>
<td>Health Care Ancillaries</td>
<td>Physics/Astronomy</td>
</tr>
<tr>
<td>Chemistry</td>
<td>History</td>
<td>Plastics</td>
</tr>
<tr>
<td>Child Development/ECE</td>
<td>Humanities</td>
<td>Political Science</td>
</tr>
<tr>
<td>Coaching</td>
<td>Insurance</td>
<td>Psychology</td>
</tr>
<tr>
<td>Computer Information Syst</td>
<td>Interdisciplinary Studies</td>
<td>Reading</td>
</tr>
<tr>
<td>Cosmetology</td>
<td>Journalism</td>
<td>Sign Language</td>
</tr>
<tr>
<td>Court Reporting</td>
<td>Law</td>
<td>Sociology</td>
</tr>
<tr>
<td>Culinary Arts</td>
<td>Library Science</td>
<td>Speech</td>
</tr>
<tr>
<td>Dance</td>
<td>Machine Tool Technology</td>
<td>Speech-Lang Pathology Asst</td>
</tr>
<tr>
<td>Dental Assisting</td>
<td>Manufacturing Technology</td>
<td>Theatre</td>
</tr>
<tr>
<td>Dental Hygiene</td>
<td>Mass Communications</td>
<td>Welding</td>
</tr>
<tr>
<td>Earth Science</td>
<td>Mathematics</td>
<td>Women's Studies</td>
</tr>
<tr>
<td>Education</td>
<td>Music</td>
<td></td>
</tr>
</tbody>
</table>

### Disciplines which would have Local Standards

<table>
<thead>
<tr>
<th>Administration of Justice</th>
<th>Counseling</th>
<th>Paralegal (Legal Assisting)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology</td>
<td>Economics</td>
<td>Real Estate</td>
</tr>
<tr>
<td>Athletic Training</td>
<td>Engineering Support</td>
<td></td>
</tr>
<tr>
<td>Broadcasting Technology</td>
<td>English</td>
<td></td>
</tr>
</tbody>
</table>

### Administration of Justice

Bachelor’s degree in administration of justice, criminal justice, criminology, law enforcement, police science or public administration, with a minimum of 24 semester units of coursework in criminal justice, from an accredited college or university; AND a minimum of ten (10) years of full-time paid professional work experience in a public, general service, law enforcement agency at the state or local level within the past five (5) years.

Law degrees (LL.B, LL.M, J.D. and S.J.D.) are NOT considered equivalent to the above degrees.
Anthropology
Master’s or Ph.D. in anthropology or archaeology OR the equivalent.

Athletic Training
Master’s degree in athletic training, kinesiology, physical education, exercise science, physiology of exercise, adapted physical education, health education, dance, life sciences, recreation, or physical therapy, OR the equivalent; AND is a certified athletic trainer (ATC).

Broadcasting Technology
Bachelor’s degree in a related field and two years of experience.

Counseling
Master’s in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy, or marriage, family and child counseling, OR the equivalent; AND a minimum of six months of counseling experience in an educational setting to represent a minimum of 450 hours which may include paid or unpaid field work.

Economics
Master’s in economics or the equivalent.

Engineering Support
Bachelor’s degree or higher in engineering technology and two years of experience OR Associate in Arts degree in engineering design technology and six years of experience OR the equivalent.

English
Master’s degree or MFA or PhD. or ABD in English, literature, comparative literature, or composition; OR Bachelor’s in any of the above AND Master’s in linguistics or creative writing; OR the equivalent.

Paralegal (Legal Assisting)
A JD or LLB degree from a California accredited law school, OR a JD or LLB degree from an ABA accredited law school in another state AND an active member of the California State Bar with at least 2 years of related work experience as an attorney; OR graduation from an ABA approved paralegal program AND a BA degree AND at least 2 years of related work experience as a paralegal after graduation from the ABA approved paralegal program.

Real Estate
Any Bachelor’s degree and two years of experience, OR any associate degree and six years of experience; AND a current salesperson’s real estate license, a broker’s license or an appraisal license.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: Daniel M. O’Rourke, Acting Director of Human Resources
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources
DATE: June 3, 2009
SUBJECT: Consideration of Ratification of Resignation Accepted by the President – Dr. Darryl K. Beale, Professor (Psychology Department)

RECOMMENDATION

It is recommended that the Board of Trustees ratify the President’s acceptance of Dr. Darryl K. Beale resignation from employment due to retirement effective July 3, 2009.

OVERVIEW

Dr. Darryl K. Beale, Professor (Psychology Department), has submitted a resignation from employment due to retirement.

ANALYSIS

Dr. Darryl K. Beale provided notice of his resignation effective July 3, 2009. Human Resources received the resignation, and notified the President’s Office. The President has provided Dr. Beale written notification of acceptance of his resignation from employment due to retirement.

FINANCIAL IMPLICATIONS

No financial impact.
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: Daniel M. O’Rourke, Acting Director of Human Resources
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources
DATE: June 3, 2009
SUBJECT: Consideration of Approval and/or Ratification of Employment of 2009 Summer Session Faculty Personnel

RECOMMENDATION

It is recommended that the Board of Trustees approve and/or ratify the employment of full-time and/or temporary part-time hourly faculty personnel as needed for the 2009 Summer Session, as presented on the attached list.

OVERVIEW

The attached list of full-time and/or temporary part-time hourly faculty personnel is submitted for approval of employment during the 2009 Summer Session.

ANALYSIS

Human Resources has completed the processing of employment of full-time and/or temporary part-time hourly faculty personnel for the 2009 Summer Session as indicated on the attached list. All requirements for employment processing have been completed, and Human Resources has cleared the individuals for employment.

FINANCIAL IMPLICATIONS

No additional financial impact.

Attachment
LIBERAL ARTS

Part-Time Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yoneshige</td>
<td>Hope</td>
<td>B5</td>
</tr>
<tr>
<td>Daly</td>
<td>George</td>
<td>B5</td>
</tr>
</tbody>
</table>

SCIENCE, ENGINEERING & MATHEMATICS

Part-Time Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dunham</td>
<td>John</td>
<td>A1</td>
</tr>
</tbody>
</table>

STUDENT SERVICES

Part-Time Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Discipline</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bond</td>
<td>Katherine</td>
<td>A1</td>
</tr>
</tbody>
</table>

FACULTY HOURLY - COMMUNITY, INDUSTRY & TECHNOLOGY EDUCATION

Part-Time Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edrosa</td>
<td>Edward</td>
<td>B1</td>
</tr>
<tr>
<td>Esquer</td>
<td>Joseph</td>
<td>B5</td>
</tr>
<tr>
<td>Jefferson</td>
<td>Amos</td>
<td>A1</td>
</tr>
<tr>
<td>Pedroza</td>
<td>Art</td>
<td>A2</td>
</tr>
<tr>
<td>Ramos</td>
<td>Dolores</td>
<td>A1</td>
</tr>
</tbody>
</table>
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer Jr., Acting President/Superintendent
REVIEWED BY: Daniel M. O'Rourke, Acting Director of Human Resources
PREPARED BY: Adriana Flores-Church, Assistant Director of Human Resources
DATE: June 3, 2009
SUBJECT: Consideration of Approval and/or Ratification of Employment of Classified, Short-Term, Substitute, and/or Student Hourly Personnel

RECOMMENDATION

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, and/or student hourly personnel as presented on the attached list.

OVERVIEW

The attached list of classified, short-term, substitute, and/or student hourly personnel is submitted for approval and/or ratification of employment.

ANALYSIS

The Human Resources Office has received and completed the processing of Employment Request forms for the employment of classified, short-term, substitute, and/or student hourly personnel as indicated on the attached list.

All requirements for employment processing have been completed, and the Human Resources Office has cleared the individuals for employment.

FINANCIAL IMPLICATIONS

No additional financial impact. This is budgeted in the General Fund.

Attachment
EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE, AND/OR STUDENT HOURLY PERSONNEL

SHORT-TERM HOURLY EMPLOYMENT (AS NEEDED), VARIABLE HOURS PER DAY & DAYS PER WEEK, FOR A PERIOD NOT TO EXCEED JUNE 30, 2009 OR 175 TOTAL WORKDAYS, WHICHEVER OCCURS FIRST

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Hourly Rate</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pavelski, Charles</td>
<td>Aide-General (Traffic Control</td>
<td>$8.00/hr</td>
<td>02/27/09</td>
</tr>
<tr>
<td></td>
<td>Officer)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barroga, Jurizz</td>
<td>Aide-General (Counselor)</td>
<td>$8.00/hr</td>
<td>04/13/09</td>
</tr>
<tr>
<td>Fuiyamaono, Shaun</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Garcia, Richard</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Gonzales, Diana</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Lee, Audwin</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Maloney, Travis</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Marmolejo, Ruben</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Umana, Yesenia</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Vasquez, Karla</td>
<td>&quot;</td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Rodriguez, Lizzette</td>
<td>Program Assistant I</td>
<td>$9.99/hr</td>
<td>03/25/09</td>
</tr>
<tr>
<td>Perez, Fabiola</td>
<td>Special Populations Coordinator</td>
<td>$16.41/hr</td>
<td>02/25/09</td>
</tr>
<tr>
<td>Carter, Anthony</td>
<td>Cont. Ed. Specialist (Business</td>
<td>$50.52/hr</td>
<td>03/30/09</td>
</tr>
<tr>
<td></td>
<td>Tech.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Presented to the Board of Trustees 6/03/09
CERRITOS COLLEGE

TO: Board of Trustees
FROM: William C. Farmer, Jr., Acting President/Superintendent
REVIEWED BY: James A. Albanese, Interim Vice President of Business Services
PREPARED BY: Lola Rizkallah, Director of Fiscal Services
DATE: June 3, 2009

RECOMMENDATION

This item is presented for information only.

OVERVIEW

The ASCC Financial Report for the period ending March 31, 2009 is included in this Board Report.

ANALYSIS

Page 1 is the Combining Balance Sheet listing all Associated Students, Clubs & Trust, and Scholarships & Loan Fund account balances.

Page 2 is the Combining Statement of Revenues, Expenditures and changes in fund balance for budget and actual revenues and expenditures.

Page 3 is the Budget Summary graphic depiction of actual revenues and expenditures.

Sources of income are the college services fee (CCSA), commissions from the Bookstore, vending machines, electronic games, and the Food Court vendors, Fine Arts (Theatre), Athletics (Football and Basketball commissions), Student Activities, and interest income.

2008-09 revenue was budgeted at $856,900; income received (including receivable and due from other funds) is $696,278.35 as of March 31, 2009.

Funds for disbursement are budgeted to support a variety of activities:

$209,100 was budgeted for the Student Government Programs and Services.
   Amount expended: $165,545.71 as of March 31, 2009.

$200,500 was budgeted for the Instructional Programs. This includes Music, Pep Band, WPMD/Broadcasting, Theater Production, Newspaper, Academic Honors, Forensics, Dance, Vocational, Art, and Matriculation.
   Amount expended: $106,337.87 as of March 31, 2009.
$193,200 was budgeted to support state and national academic competitions, capital outlay projects, summer programs, Student Center building fund, faculty supervision and student I.D. cards.
   Amount expended: $76,004.93 as of March 31, 2009.

$183,850 was budgeted to support the men’s and women’s Intercollegiate Athletic Programs.
   Amount expended: $143,620.25 as of March 31, 2009.

$70,250 was budgeted to support the Student Activities Center, registration, promotional activities, support services, and student workers.
   Amount expended: $54,760.16 as of March 31, 2009.

Expenditures were budgeted at $856,900. Amounts actually expended were $546,268.92 as of March 31, 2009.

**FINANCIAL IMPLICATIONS:**

As presented above.

Attachments
<table>
<thead>
<tr>
<th></th>
<th>2/10/09</th>
<th>2/15/09</th>
<th>812,515</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Liabilities and Fund Balance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance</td>
<td>1.498,234</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due to other funds</td>
<td>12,152</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>8,972</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>606,888</td>
<td>679,564</td>
<td>672,845</td>
<td>670,280</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2/10/09</th>
<th>2/15/09</th>
<th>812,515</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Checking account</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due from other funds</td>
<td>602,916</td>
<td>602,916</td>
<td></td>
</tr>
<tr>
<td>ASCC Prepaid expenses</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ASCC Accounts Receivable</td>
<td>68,750</td>
<td>68,750</td>
<td></td>
</tr>
<tr>
<td>Payroll Cash &amp; Change Funds</td>
<td>750</td>
<td>750</td>
<td></td>
</tr>
<tr>
<td>California Net Bank CDS</td>
<td>172,001</td>
<td>172,001</td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>512,515</td>
<td>512,515</td>
<td>475</td>
</tr>
<tr>
<td>Cash on Hand and in Banks</td>
<td>670,280</td>
<td>670,280</td>
<td></td>
</tr>
</tbody>
</table>

March 31, 2009
ASSOCIATED STUDENTS-CERTOS COLLEGE
COMBINED BALANCE SHEET
### Beginning Fund Balance

- **7/1/08**: 700,000.00
- **7/1/09**: 72,000.00
- **7/1/10**: 1,490,632.49
- **7/1/11**: 1,498,224.91
- **7/1/12**: 1,500,490.39

### Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>2009-2010</th>
<th>2010-2011</th>
<th>2011-2012</th>
<th>2012-2013</th>
<th>2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>70,000.00</td>
<td>66,000.00</td>
<td>66,000.00</td>
<td>66,000.00</td>
<td>66,000.00</td>
</tr>
<tr>
<td>Benefits</td>
<td>7,000.00</td>
<td>7,000.00</td>
<td>7,000.00</td>
<td>7,000.00</td>
<td>7,000.00</td>
</tr>
<tr>
<td>Supplies</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>5,000.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Travel expenses</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>Computer services</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
</tr>
</tbody>
</table>

### Total Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>2009-2010</th>
<th>2010-2011</th>
<th>2011-2012</th>
<th>2012-2013</th>
<th>2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Income</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
<td>86,000.00</td>
</tr>
<tr>
<td>Other Income</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td>8,000.00</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>94,000.00</td>
<td>94,000.00</td>
<td>94,000.00</td>
<td>94,000.00</td>
<td>94,000.00</td>
</tr>
</tbody>
</table>

### Combined Statement of Revenues, Expenditures and Changes in Fund Balance

For the period July 1, 2009 - March 31, 2009

*Associate Students Certificate College*